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18 May 1956

MEMORANDUM FOR: Regulations Control Staff

SUBJECT : Proposed Regulation Entrance-on-Duty Training

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1. The following comments are offered with regard to this proposed regulation.

Para 1.b. This seems to overstate the matter somewhat, insofar as this particular kind of training is concerned. EOD training provided new professionals under terms of this regulation will consist of about 3 hours of instruction regarding the Agency security system and the security regulations plus an orientation to the whole intelligence community, to the mission, organization and methods of the Agency and a brief familiarization with International Communism. It does not seem realistic to suggest that this training will "...enable Agency personnel to perform the functions of the component to which they are assigned..."

Para 2.a. This paragraph provides a very narrow foundation for the psychological testing program and connotes a very limited utilization of the results. Here the matter of testing is so structured that exemption from the course includes exemption from testing. If the testing program can be considered in its broadest implications and fullest potential, it would seem to be in support of the entire personnel management and career service program of the Agency. The fact that OIR administers the testing program does not necessitate a more narrow concept.

The policy questions seem to be these: Is psychological testing necessary because an employee is to be trained or because he is an employee? If the latter reason is to govern, then it would seem desirable to treat the testing program, as a matter of policy, in a separate regulation. This being so it would still be proper that enrollment in training would serve as a stimulus for testing employees not previously tested under the general program.

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Para 4.a. (2) In several particulars this provision that the Director of Personnel should enroll in EOD training professional level overseas returnees does not seem practical. First, it is doubtful that records maintained by the Office of Personnel are sufficiently accurate with regard to training completed by individuals. Second, it does not seem realistic to require the Director of Personnel in each case to determine whether failure to have completed BOC was due "...absente from headquarters..."

More important, it is not desirable to compel attendance of overseas returnees in a program labeled "EOD Training." By contrast, the proposed regulation includes no mandatory provisions regarding headquarters personnel who have failed to complete the BOC. Since 13 March 1973 (See [redacted]), the Agency has required that new employees be provided a basic orientation as soon as possible after their entrance on duty. This should mean that most employees who have not completed the BOC have been on board more than three years.

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RECOMMENDATIONS:

- a. That this regulation be limited to new employees.
- b. That for all professional level Support Services personnel returning to headquarters after completion of a normal overseas tour of duty a Support Services Review Course should be provided. This course should be analogous to the CSR currently provided for BOP returnees.
- c. That for professional personnel who have completed 24 months service but have not completed the BOC a part-time course similar to that formerly offered as the DDA Intelligence Refresher should be offered.

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[redacted]
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